



State of Arizona  
Department of Education

**SPED 03-05**

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Superintendent of  
Public Instruction

## MEMORANDUM

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To: Special Education Administrators in all public education agencies

From: Lynn Busenbark, Ph.D.  
Director of Program Support  
Exceptional Student Services

Date: August 7, 2002

Subject: FY 2003 Monitoring Options

Exceptional Student Services (ESS) monitoring options have, traditionally, included both team and collaborative formats. During FY 2002, six local education agencies (LEAs) participated in a pilot project called *Self Assessment and Verification Experience* (SAVE) in which each LEA conducted its monitoring relatively independently of ESS. As a result of the information gained from the SAVE and the collaborative monitorings, ESS has restructured the system for FY 2003.

The new approach is designed to allow LEAs that are demonstrating increased levels of quality outcomes an increased level of independence in reviewing procedural compliance. Attached to this memo is a brief outline of the new process.

The LEAs that are scheduled for monitoring this school year will be the first group to have this opportunity. There is no "point" system assigned through this system. Instead, ESS will identify at least 20 LEAs to participate at each level this first year. However, because we are late in implementing the new approach, schools that are scheduled to be monitored in August, September, and October can continue the monitoring process already identified. If you are scheduled during this time and wish to talk with your ESS specialist about another option, please contact him or her immediately.

Additional information on the changed ESS oversight system will be presented at the Directors' Institute on October 16-17. You will receive the oversight guide at that time. If you do not attend the Directors' Institute, it will be mailed to you immediately after the conference.

If you have additional questions, please call (602) 542-4013 and ask to speak to the specialist for your agency.

## FY 2003 CCPR Options

### CCPR Levels

**Level 1:** Similar to current team monitoring with active participation by PEA staff. No independent work by PEA staff.

**Level 2:** Identical to current CCPR.

**Level 3:** PEA team leads and works independently in some areas and ESS staff is on site for some activities. Level of independence is determined in consultation between ESS and PEA.

**Level 4:** PEA teams lead and work independently in all areas. ESS verifies findings.

### Funding

**Level 1** – Substitute pay (if necessary)

**Level 2** –CCPR rates = \$1000-\$5000 by size

**Level 3** –CCPR rates + \$250/\$500 coordination allocation

**Level 4** –CCPR rates + \$500/\$1000 coordination allocation

### Decision Sources

<b>Hard Data</b>	<b>Data Source</b>
% of SPED population	Special Education Census
% of AIMS participation	Research and Policy Division data
% of SPED teachers fully certified	ESS Performance report
% of parents satisfied with IEP progress	ESS Performance report
<b>Soft Data</b>	<b>Data Source</b>
EPS recommendation	Education Program Specialist (EPS) report
PINS recommendation	Parent Information Network Specialist (PINS) report
PEA preference	EPS consultation